## Frontline Webinar - Frontline Evaluation Super Admin - Modifying Forms

- Best Practices for Form Designer
  - Overview of Form Designer

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- Allows you to create or modify forms
- Toolbox on the left

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- add text, radio buttons, rubric, artifact upload, etc.
- can select a Framework for Teaching rubric
- Formatting and Settings on the right

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- **Section Properties** --> change who it is visible to
- **Form Settings** --> add acknowledgment, require scheduling, show in final evaluation summary, due date, Ad Hoc, etc.
  - selecting the Ad Hoc button makes it a walkthrough form
- o Why Would You Use the Form Designer

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- How would you like to conduct your Informal Process?
  - Collect Evidence and Score?
  - Checklist?
  - Combination of Evidence Collection and Scoring?
- Would you like to customize your Ad-Hocs/Walkthrough forms?
- Would you like to customize your pre-existing forms?
- Take Edge Class

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- includes a Form Designer class
- http://help1.frontlinek12.com/customer/portal/articles/2312485-mlpoasys-edge-class-library?b\_id=12441
- Q&A

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 should we wait until after the rollover process before making changes for next year

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- A: Yes, wait
- Why would I want to use the Form Designer

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• Customize any form or walkthrough